
OSD Update

The Operational Services Division
One Ashburton Place, Room 1017
Boston, MA 02108

03-12

To: Departments Heads, Affirmative Market Coordinators, POS Contract Managers, PMT Members, Chief Financial Officers, and MMMARS Liaisons

From: Kristal Doherty, Facilities & Environmental Services Procurement Team Leader, Operational Services Division
Lori Segall, Department of Environmental Protection
James McQuade, Department of Environmental Protection

Date: January 27, 2003

RE: Contract Award for Collection and Recycling of Fluorescent Lamps and Mercury-Containing Devices and/or Cathode Ray Tubes, Computers and Electronics

Contract #: FAC26

MMARS #: ST3J211

Purpose of Update: The Operational Services Division (OSD) has awarded a Statewide Contract for the collection and recycling of fluorescent lamps and mercury-containing devices and cathode ray tubes (CRTs), computers and miscellaneous electronics.

Eligible Entities: All agencies of the Commonwealth, including all constitutional offices, the legislature, and the judiciary; cities, towns, municipalities, counties and other political subdivisions of the Commonwealth, including schools and other service districts; authorities, commissions, institutions of higher education, and quasi-public agencies; not-for-profit organizations currently contracting with the Commonwealth to provide human and social services; and other eligible entities designated in writing by the State Purchasing Agent are eligible to utilize this contract.

Purpose of Contract: This contract covers the collection and processing of mercury-containing articles, such as fluorescent lamps, thermometers and thermostats, lighting ballasts, cathode ray tubes (CRTs) and other electronic equipment. The purpose of the contract is to allow for the collection and disposal of these materials in a manner that reduces the amount of toxic materials in the environment. Mercury is a highly toxic material, which, if released, can damage the human nervous system and can lead to toxic build up in fish and other wildlife. CRTs contain lead, which has been linked to learning disabilities and behavioral problems. Proper management of mercury and lead is an important part of the Commonwealth's effort to reduce toxic materials in the environment.

Contract Duration: The initial duration of this contract is a one year period which began on October 15, 2002 and will end on October 14, 2003. There are five additional options to renew for a period of up to twelve months each option, thus the final end date if all options are renewed would be October 14, 2008.

How to Use the Contract: The contract is divided into two categories: Category A – Collection and Recycling/Disposal of Fluorescent lamps, mercury devices and ballasts and Category B – Collection and Recycling of CRT-containing electronics, computer components, computer peripherals and miscellaneous electronics.

Category A has been awarded to three (3) contractors: AERC, Northeast Lamp Recycling and Onyx Superior (formerly Superior Special Services). All contractors are required to:

- Collect materials from state or municipal facilities within 10 days of a completed service order. It is imperative that the contractors are provided with all the information necessary to complete the pick up and generate an invoice. The minimum collection cost is \$50, so a user may either accumulate items until the \$50 minimum is reached or may simply pay the \$50 charge if items total less than this amount.
- Process materials collected in such a way that all mercury is fully recycled and all other materials are recycled to the greatest extent possible.
- Drop off containers and packing materials upon request (there may be fees associated, see Pricing section).
- Accept materials delivered to their facility.
- Supply a certificate of recycling or processing to the generator.

Category B has been awarded to two (2) contractors: ElectroniCycle, Inc. and Onyx Superior. Both contractors are required to:

- Schedule collection within two (2) business days and make collections within ten (10) business days following a request to pick-up materials.
- Provide for the collection, transportation, processing and recycling of CRT-containing electronics, including televisions and computer monitors, as well as computer components.
- Allow for deliveries of CRT containing electronics and computer components by state agencies or via an independent trucking company working on behalf of the state agency or 3rd Party Vendor directly to the Contractor's facility. **Note: the state contractor is not obligated to accept deliveries from 3rd Party Vendors at state contractor prices.**
- Drop off containers and packing materials upon request from a state agency. **Note: There may be fees associated with this request (see Pricing section).**
- Provide on-site training. **Note: There may be fees associated with this request.**
- Provide to OSD a detailed description of their process including what materials get recycled, what residues remain and how those residues are managed.
- Provide to OSD information on ultimate destination(s) of all products recycled or reused.
- Identify to OSD the saleable end product(s) and all end markets that will be utilized.

NOTE: The Contractors in Category B are not required to collect quantities less than 200 pounds.

Contractor Information:

Category A

Awarded Contractor	Service Ordering	Problems or Concerns
AERC 2591 Mitchell Ave Allentown, PA 18103	Barbara Diaz 800-554-2372 x 120	Tim Phillip 800-554-2372
Northeast Lamp Recycling 250 Main St. East Windsor, CT 06088	Ray, Rob or Jackie 860-292-1992	Robert Robert 860-292-1992
Onyx Superior 218 Canton St. Stoughton, MA 02072	Amanda Poverchuk 781-341-6080 x213	Joe Mokrisky 781-341-6080 x232

Please inform contractors that you are utilizing contract FAC26 when ordering services.

Category B

Awarded Contractor	Service Ordering	Problems or Concerns
ElectroniCycle, Inc. 461-471 West Broadway Gardner, MA 01440	Debbie Peloquin 800-829-5082 or 978-632-7666	Dick Peloquin 800-829-5082 or 978-632-7666
Onyx Superior 218 Canton St. Stoughton, MA 02072	Amanda Poverchuk 781-341-6080, ext. 213	Joe Mokrisky 781-341-6080. ext. 232

Pricing and Acquisition Information:

Category A

AERC

Category	Pricing per	Collected Price (\$)	Delivered Price (\$)
Fluorescent lamps (straight)	foot	Less than 5000 feet: 0.065 5000–10,000 feet: 0.0625 over 10,000 feet: 0.06	0.05
Compact fluorescents	each	0.4	0.35
HID and other lamps	each	0.85	0.8
PCB ballasts	pound	0.42	0.4
DEHP ballasts	pound	0.42	0.4
Mercury containing devices	pound	2.00	1.75
Elemental mercury	pound	1.00	0.75
Mercury contaminated debris	pail	125 per 1 gallon pail 325 per 5 gallon pail	same
Lead acid batteries*	pound	0.2	0.2
Alkaline, nickel cadmium, nickel iron, nickel metal hydride, lithium ion, carbon zinc (non-mercury) and zinc air*	pound	0.6	0.6
Mercuric oxide, button cells, silver oxide, zinc carbon (mercury containing), mercury batteries, alkaline batteries with mercury*	pound	2.9	2.9
Lithium metal, magnesium*	pound	1.7	1.7

*Batteries can be mixed within a category, however categories should not be mixed.

Container and packaging pricing

Container	Dimensions	Price (\$)
Fiber drum	4 ft (85 lamps)	0
Fiber drum	8 ft (85 lamps)	0
4 ft boxes	32 lamps	3.30
8 ft boxes	32 lamps	7.00
5 gallon pails		0
55 gallon drum		0

Additional Services (AERC cont'd)

- On-site training: \$40/hour
- Mercury spill kits: \$60/kit, 10 kits for \$500, containing mercury absorb powder, mercury absorb sponges, gloves and safety glasses
- Barometer removal services: \$120/hour including travel time from Milford, MA to location of removal and travel time to consolidation center in Plaistow, NH, plus \$191 for truck and equipment costs. This does not include the cost of processing the barometers
- One-day collection events: \$120/hour including travel time from Milford, MA to location of removal and travel time to consolidation center in Plaistow, NH, plus \$400 set up fee
Discount for sponsoring event = 2% off price of all sponsor-generated materials.

Northeast Lamp Recycling

Category	Pricing per	Collected Price (\$)	Delivered Price (\$)
Fluorescent lamps (straight)	foot	Less than 5000 feet: 0.0675 5000 – 10,000 feet: 0.065 over 10,000 feet: 0.0625	0.0675
Compact fluorescents	each	0.36	0.36
HID and other lamps	each	0.85	0.85
PCB ballasts	pound	0.48	0.48
DEHP ballasts	pound	0.48	0.48
Mercury containing devices	pound	5.95	5.95
Elemental mercury	pound	3.65	3.65
Mercury contaminated debris	pail	150 for 1 gallon pail 200 for 5 gallon pail	same
Non-mercury batteries	pound	1.65	1.65

Container and packaging pricing

Container	Dimensions	Price (\$)
Fiber drum*	4 ft (85 lamps)	14.95*
Fiber drum*	8 ft (85 lamps)	19.95*
Fiber drum*	4 ft (170 lamps)	19.95*
Square drum*	18"x 18"x 25" high	12.95*
4 ft boxes	50 lamps	3.95
8 ft boxes	30 lamps	6.95
5 gallon pails		0
55 gallon drum		0

*One time cost – containers are replaced with empties at pickup

Additional Services

- On-site training \$75/hour
- Mercury spill kits: \$79 for up to ¾ pound spill of mercury or \$95 for up to 1.5 pound mercury spill, containing 350 grams or 700 grams, respectively, of powder that binds the mercury into a magnetic amalgam, bio-scoop with scraper, magnetic pick up tool to collect fine particles, bulb syringe, absorbent towels, wipes, ziploc and biohazard bags, protective gown, vapor mask, safety goggles, one set of nitrile gloves.

Onyx Superior

Category	Pricing per	Collected Price (\$)	Delivered Price (\$)
Fluorescent lamps (straight)	foot	Less than 5000 feet: 0.075 5000 – 10,000 feet: 0.075 over 10,000 feet: 0.065	0.05
Compact fluorescents	each	0.42	0.39
HID and other lamps	each	1.25	1.00
PCB ballasts	pound	0.49	0.43
DEHP ballasts	pound	0.49	0.43
Mercury containing devices	pound	2.75	2.25
Elemental mercury	pound	1.99	1.75
Mercury contaminated debris	pail	1.75	1.75
Alkaline batteries	pound	0.65	0.60
Nickel cadmium and nickel metal hydride	pound	0.95	0.85
Lead acid batteries	pound	0.30	0.20
Silver oxide	pound	2.50	2.00
Lithium	pound	3.50	3.00
Magnesium	pound	0.70	0.60
Sorting charge	pound	0.20	0.20

Container and packaging pricing

Container	Dimensions	Price (\$)
Fiber drum	4 ft (85 lamps)	0
Fiber drum	4 ft (140 lamps)	0
4 ft boxes	30 lamps	0
8 ft boxes	15 lamps	0
5 gallon pails		0
55 gallon drum		0

Onyx Superior reserves the right to assess appropriate fees for packaging requests that are made that are not returned for recycling.

Additional Services

- On-site training: \$150 per session
 - Mercury spill kits: \$50/kit, containing mercury absorb powder, mercury absorb sponges, gloves and safety glasses
 - Barometer removal services: \$195/location
 - One-day collection events: One 24 ft box truck with driver: \$500 flat fee.
One 45 ft. semi trailer with driver: \$1,000 flat fee. Additional trained technician: \$50/hour (4 hour minimum).
- Discount for sponsoring event = 15% off price of all sponsor-generated materials.

Category B

Electronicycle, Inc. Fee Schedule

CATEGORY	UNIT	PRICE		
		Collected		Delivered to ElectroniCycle
		under 1200 lbs.*	over 1200 lbs.*	
Unsorted CRTs and computer components	pound	\$.21	\$.18	\$.15
Sorting Discount for CRTs and computer components Materials to be Sorted:	Varies/market	Varies/market	Varies/market	Varies/Market
TV under 8 years old. No cosmetic damage. Sorted and boxed	pound	No Charge	No Charge	No Charge
Intact Pentium II + Sorted and boxed	pound	No Charge	No Charge	No Charge
CPUs, Working surplus equipment, Cards, memory, etc.	Pound	Varies/market	Varies/market	Varies/market
Unsorted Computer peripherals and miscellaneous electronics	pound	\$.21	\$.18	\$.15
CONTAINERS & PACKAGING List Types:	DIMENSIONS	PRICE		
Initial Gaylords – Reused (no charge for swap)	Standard 36" x 48"	\$8.00		
Initial Pallets (no charge for swap)	40" x 48"	\$5.00		
ON-SITE TRAINING	PRICE			
Per Hour	\$65.00 including travel			
TRAILER RENTAL (per week)	\$50.00	See Annual Threshold		
TRAILER HAULING	In-state flat rate \$350.00	See Annual Threshold		
ANNUAL THRESHOLD	DISCOUNT (per pound)			
200,000 lbs./ year Negotiable directly with payer With exclusivity	Transportation fees Waived for Single- Payer contracts Only, not statewide			
ONE DAY COLLECTION EVENTS	PRICE	Price/lb. = \$.18/lb for material collected		
Set-Up Fee	\$600.00			
Incentives/Discounts for One Day Event Sponsors	Volume discount Based on location			

*** Note: Quantity thresholds for pricing are different for each contractor.**

Onyx Superior Fee Schedule

CATEGORY	UNIT	PRICE		
		Collected		Delivered to Onyx Superior
		under 6000 lbs.*	over 6000 lbs.*	
Unsorted CRTs and computer components	pound	\$.25	\$.20	\$.18
Sorting Discount for CRTs and computer components Materials to be Sorted:				
CRTs	pound	\$.20	\$.18	\$.15
CPUs, keyboards and mice	pound	\$.18	\$.15	\$.12
Unsorted computer peripherals and miscellaneous electronics	pound	\$.20	\$.15	\$.12
CONTAINERS & PACKAGING List Types:	DIMENSIONS	PRICE		
Cubic Yard Box	36" x 36" x 36"	\$5.50 each		
ON-SITE TRAINING	PRICE	(unlimited attendees per location)		
Per Location	\$150.00			
TRAILER RENTAL (per week)	\$100.00			
TRAILER HAULING (per mile)	\$1.35			
ANNUAL THRESHOLD	DISCOUNT (per pound)			
Over 200 Tons	\$.03			
Over 500 Tons	\$.05			
ONE DAY COLLECTION EVENTS	PRICE			
SEE COLLECTION DETAILS BELOW	\$			
Incentives/Discounts for One Day Event Sponsors				
15%				

*** Note: Quantity thresholds for pricing are different for each contractor.**

CRT Collection Events:

(1) 24ft. Box Truck with driver at collection event	\$500.00 Flat Fee
(1) 45ft. Semi-Trailer with driver at collection event	\$1,000.00 Flat Fee
Additional Trained Technician	\$50.00 per hour (4hr. minimum)

Other Contract Provisions: Two of the awarded contractors offer Prompt Payment Discounts. Onyx/Superior Special Services offers a 5% discount if paid within 15 days. Northeast Lamp Recycling, Inc. offers a 1% discount if paid within 30 days.

Performance Measures and Vendor Reporting Requirements: The contractor **must** provide documentation to the generating facility that all materials collected from such facility have been processed and recycled as described in this RFR. Payment will not take place until the following documentation has been received by the generating facility:

- Certification that all recyclable materials have been recycled as described above;
- With respect to fluorescent lamps and mercury containing devices, certification that all PCB and/or DEHP materials have been received at a licensed disposal facility as described above.

In addition, within one year of pickup, the contractor **must** provide each fluorescent lamp and /or mercury-containing device generating facility certificates of destruction for any PCB or DEHP materials collected from the relevant facility.

On a quarterly basis, the Contractor **must** provide to the Facilities PMT an electronic report in spreadsheet format to include at a minimum:

- contract number
- name of state agency and location serviced
- state agency contact name, address, telephone number
- amount and type of product collected for each reporting period
- total amount of mercury recycled, reported in pounds
- total dollar value of activity for each user
- total sales for reporting period
- additional subcontractors and/or end-users being utilized by the Contractor

and any other information mutually agreed upon by the contractor and the Facilities PMT. If requested by the Facilities PMT or a state agency, the contractor **must** attach all relevant documentation, including invoices, to the report.

The Contractor **must** notify the Facilities PMT prior to making any changes to subcontractors.

Evaluation of contractor performance will take place on an ongoing basis. State agencies will be surveyed as to their satisfaction with the contractor's performance, and unsatisfactory ratings may lead to termination of the contract.

Location of Additional Guidance: Any changes and/or updates to this contract or contractor information will be posted on www.Comm-PASS.com .

Contract Manager Contact Information:

OSD Contract Manager: Kristal Doherty, Procurement Team Leader – Facilities & Environmental Services
Operational Services Division
1 Ashburton Place, Room 1017
Boston, MA 02108
Email: kristal.doherty@osd.state.ma.us
Phone: 617-720-3128
Fax: 617-727-4527

For Category A: Please document any problems with contractors in writing and forward to:
Lori Segall, Department of Environmental Protection
One Winter St. 9th Floor
Boston, MA 02108
Email: lori.segall@state.ma.us

For Category B: Please document any problems with contractors in writing and forward to:
Jim McQuade, Department of Environmental Protection
One Winter Street
Boston, MA 02108-4747
E-mail: james.mcquade@state.ma.us